



City of Jefferson
Department of Planning & Protective Services
320 E. McCarty Street
Jefferson City, MO 65101
Phone: 573-634-6410
icplanning@jeffcitymo.org
www.jeffersoncitymo.gov

Date filed: _____

APPLICATION TO THE BOARD OF ADJUSTMENT

1. The undersigned hereby request(s) the following:
☐ Appeal (Section 35-73C)
☐ Conditional Use Permit (Section 35-73A; Section 35-71, Site Plan)
☒ Variance (Section 35-73B; Section 35-71, Site Plan)
☐ Chapter 3, Advertising and Signs: Conditional Use Sign Permit
☐ Chapter 8, Article V, Flood Hazard Regulations; Variance to Flood Hazard Regulations
☐ Other (including Interpretations; please describe in #2 below)
2. Describe exactly the type of project proposed or what is being requested and the purpose of the request. Cite affected Section numbers if known (or attach separate sheet).

Side setback variance of 7.6 feet so that property can be split and existing building can sit 2.4 feet from new property line.

3. The application is filed for the following described real estate: (the correct legal description of the property must be printed below or attached to this application).

A. *Street Address:* 2104 Industrial Drive

B. *Property Description:* See attached.

4. A **site plan in accordance with Section 35-71** is required for conditional use permits and variance applications. A "sketch" site plan may be required for other applications such as conditional use sign applications. A check in the amount of **\$210.00*** payable to the "City of Jefferson" for the application filing fee must be attached to this application. *Revised June 30, 2015.
5. **Variance applicants** must complete the attached **Variance Affidavit**. Each question must be answered and the affidavit must be signed by the applicant(s) and notarized.
6. **The undersigned certify to be all of the owner(s) of the above described property. (All owners of this property must sign and the signatures must be notarized).**

Steven S. Crowell, Jr., City Administrator

Property Owner Name (type or print)

Property Owner Signature

Property Owner Name (type or print)

Property Owner Signature

Subscribed and sworn before me this _____ day of _____, _____.

Notary Public

Applicant (if different from property owner):

Name	
Mailing Address	
Phone Number	

Specific information may be required depending upon type of application. Please refer to the appropriate Chapter. Other permits, including building permits and sign permits may be required in addition to Board actions. Please seek advice of City staff or your consultant, if applicable.

Individuals should contact the ADA Coordinator at (573) 634-6570 to request accommodations or alternative formats as required under the Americans with Disabilities Act. Please allow three business days to process the request.

City of Jefferson

City Initiated Variance Request

Property Address: 2104 Industrial Drive

(Currently Owned by City of Jefferson)

Request: Setback Variance of 7.6 feet

Case No: B15008

Staff Contact: Eric Barron, Senior Planner

573-634-6419



Summary of Request:

This is a City initiated request to the Board of Adjustment for a setback variance. The purpose of the request is to accommodate the sale of the front portion of the property from the City to a private entity and the conversion of the former fire station structure to a commercial use.

The City plans to divide the property into two lots, with the rear portion of the property remaining in City ownership and the front portion of the property being sold. A 35 feet wide strip of ground along the western side of the property would remain in City ownership to serve as access and meet street frontage requirements for the rear lot. While an access easement across this 35' strip of property would be granted to the owner of the front lot, the property line would be within 2.4 feet of the existing "old fire station" building, which is in conflict with the side setback requirement of the C-1 zoning district of 10 feet.

In order to accommodate the property division and remove any title issues associated with the reduced setback for the new property owner, the City is requesting a side setback variance.

